

Municipal Notice to Conservation District for Earth Disturbance/Building Permit

Please fill out or have the applicant fill out the information below to determine the need for an erosion control plan or NPDES permit for earth disturbance projects. As per DEP regulations, the municipality shall notify the District of any projects that disturb one acre or more. You may FAX or e-mail the completed form to the District. The District will respond to the municipality within five days of receiving the form.

Municipality: _____

Applicant: _____

Address: _____

Phone number/email: _____

Type of project: Residential/Commercial/Other: _____

Please circle

Does your project propose an earth disturbance more than 5000 square feet?

Yes Please answer next question.

No No further information required, however E&S BMP's may still be necessary on your project.

Does your project propose an earth disturbance of 1 acre or more?

Yes NPDES Permit is required, unless part of a project that already has permit coverage.

No If greater than 5000 square feet, and less than 1 acre, a written erosion control plan is required.

Project name and/or NPDES permit number if already permitted: _____

For additional assistance contact:

Cumberland County Conservation District
310 Allen Road, Suite 301
Carlisle, PA 17013

717-240-7812
FAX 717-240-7813

Kim Falvey kfalvey@ccpa.net
Vince McCollum vmccollum@ccpa.net
Brian Jaymes bjaymes@ccpa.net

District Use: _____

Technician _____

Project requires an NPDES Permit? Yes No

NPDES Permit Application received by the Conservation District? Yes No

NPDES Permit acknowledged or issued? Yes No

Chapter 102 and NPDES Phase II Requirements for Construction Activities
 Revised November 2010

Disturbed Area	Written E & S Plan	E & S Plan Approved	NPDES SW Construction Permit	PCSMP Submitted	PCSMP Approval
0-5000 Sq. Ft	Not required unless in HQ, EV or other DEP permit requirement (i.e. Ch. 105)	Not required but may be required by others**	No	Not required but may be a municipal requirement	Not required but may be a municipal requirement
5000 Sq. Ft to <1 acre	Yes	Not required but may be required by others**	No	Not required but may be a municipal requirement	Not required but may be a municipal requirement
1 or more acres	Yes	Required	Yes	Yes	Individual YES General NO*

*Even where the technical approval by the Conservation District of the PCSMP plan is not required, the permittee must develop and implement the PCSMP plan and certify that the BMPs were implemented in accordance with the PCSMP plan when the Notice of Termination is submitted.

**Although E & S plan approval is not required under Chapter 102 for these activities, E & S approval may be required by municipal ordinance or if other DEP permits are required, i.e. Chapter 105 Joint Permit or GPs.

Chapter 102 Regulations Effective November 19, 2010

Responsibilities of Local Governing Bodies

Chapter 102.42

A municipality or county which issues building or other permits shall notify the Department or conservation district within 5 days of receipt of an application for a permit involving an earth disturbance activity consisting of 1 acre (0.4 hectare) or more.

Chapter 102.43

With the exception of local stormwater approvals or authorizations, a municipality or county may not issue building or other permit or approval to those proposing or conducting earth disturbance activities requiring a Department permit until the Department or a county conservation district has issued the E&S or individual NPDES Permit, or approved coverage under the general NPDES Permit for Stormwater Discharges Associated With Construction Activities under Chapter 102.5 (relating to permit requirements).